

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON THURSDAY 9TH JULY 2026 AT 7PM IN WELLS TOWN HALL

COMMITTEE MEMBERS PRESENT: Cllrs: L Agabani, T Butt Philip, G Folkard (Chair), S Powell, H Siggs

IN ATTENDANCE: Town Clerk: H Wilkins
RFO: C Woodland
WCC Staff: S Glendinning
MP for Wells and Mendip Hills/Somerset Cllr for Wells: T Munt
0 members of the public

26/76/F APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Cursley, S Eden, I Von Mensenkampff

26/77/F DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
None declared.

26/78/F MINUTES FROM THE FINANCE MEETING HELD ON 11TH JUNE 2026

26/69/F Cllr Powell questioned whether due process had been followed in allowing the Skateboard Park earmark reserve to be increased from £15k to £30k ahead of budget setting. She felt the matter should have been considered at Finance before being submitted to Full Council.

The Town Clerk advised due process was followed as Full Council delegates to each of the committees with Full Council having the ultimate decision.

The Chair also requested that going forward, any matters of any significant financial magnitude should be referred to the Finance Committee for full consideration.

The minutes for the previous meeting were signed as a true record by the Chair.

26/79/F ACTIONS FROM THE FINANCE MEETING HELD ON 11TH JUNE 2026

Both the following actions were covered later in the meeting.

Date Raised	Description of Action
May 2026	Explore graphical reports to aid understanding of information, for both cashbook, forecasting.
March 2026	Review community grant scheme in readiness for Septembers grants.

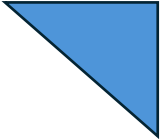
26/80/F MEETING OPEN TO THE PUBLIC

There were no members of public present.

26/81/F FINANCE REPORTING AND VARIANCES FOR WELLS CITY COUNCIL

The RFO presented her monthly finance report and answered questions.

The Profit & Loss account for the Wells YMCA had been circulated to the committee, Cllr Siggs questioned a central administration cost of £3k from the YMCA. The Town Clerk advised, the YMCA have been asked to attend the Finance meeting to enable the committee to ask questions, but she would seek clarity on this cost. The Mayor asked for a copy of these accounts to be sent to her. Cllr Butt Philip suggested that the current agreement with the YMCA be looked at to make it more specific with a set term.



The RFO also presented her figures for 2026-2027 staff costs.

26/82/F FINANCE REPORTING AND VARIANCES FOR WELLS RECREATION GROUND TRUST

The RFO presented her monthly report.

The Mayor asked for an update on the Valentine's coffee van located at Wells Recreation Ground. The RFO agreed to establish how often they are on site and current level of income generated.

26/83/F Q1 FORECAST FOR WELLS CITY COUNCIL REVENUE BUDGET

The RFO had circulated the Q1 forecast report which shows a healthy surplus on income.

The Town Clerk advised a review of insurance costs had been undertaken and as a result there were areas where our insurance provision has needed to be increased thereby increasing costs. At renewal in March 2027 it is planned to go out to tender to ensure the insurance broker remains competitive.

The RFO explained IT support/software costs were exceeding budget. The Town Clerk explained we are in an agreement until the end of the year where a review of our IT provision will be carried out to ensure the agreement remains competitive.

A new civic event has been approved which was outside of the original budget.

It was agreed to carry out a rent review of all properties.

Cllr Butt Philip questioned the underspend on public toilet supplies which the RFO agreed to investigate.

26/84/F REVISED COMMUNITY GRANTS POLICY

The RFO presented a revised Community Grants policy for consideration and adoption. All grant applicants have always been invited to attend the meeting to make a presentation in support of their application. Cllr Powell felt very strongly that this should not be part of the process.

Cllr Agabani questioned whether we should be making a feature of the climate implications.

Cllr Butt Philip stated we need to change any reference to Town Council to City Council. The budget allocation should be mindful that there are two months in any year, March and September, where community grants are considered. He asked for the following to be removed:

The Council is unable to support:

- on the grounds of economic or social status
- services which should be provided by statutory funding
- projects which are the responsibility of Somerset Council

It was agreed to adopt the policy with the amendments suggested and to request successful applicants to report back on how the grant funding is spent.

26/85/F TREND DATA

The RFO presented example graphical reports to aid understanding of information for both cashbook and forecasting. It was agreed this would be useful. The Chair requested total salary cost, planned preventative maintenance but it was also agreed to delegate to the RFO to produce graphs felt to be relevant.

26/86/F CONSIDERATION FOR FUTURE GROWTH AND SAVINGS

To receive verbal request from Chair of Committee for any known/expected in year growths or savings to inform forecasting.

This item was discussed within 26/83/F.

26/87/F FINANCE PROCESSES AND PROCEDURES

To receive verbal update from the Chair of Committee of associated processes for expenditure, monitoring and budgeting.

This item was discussed within 26/78/F. The Chair had requested any matters of any significant financial implication be referred to the Finance Committee for full consideration before going before Full Council.

26/88/F FORWARD PLAN

Topic	Month
RFO Budget Report and Variances	RFO Budget Report and Variances
Q2 Forecasting report	October 2026

26/89/F ANY MATTERS OF URGENT REPORT

Cllr Powell stated that a WCN newsletter had stated they had received free use of the band stand. A policy needs to be in place in order for there to be consistency over the hiring of the band stand and recreation ground. The Town Clerk confirmed a paper will be produced in September/October 2026.

26/90/F DATE OF NEXT MEETING: Thursday 10th September 2026 at 7pm, Wells Town Hall

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private report.

Minutes signed by The Chair: **Date:**